

~~NIC INTERNAL USE ONLY~~

2 June 1987

NOTE FOR: All NIOs
FROM: C/NIC
SUBJECT: NIO Meetings with the DCI

1. The meeting scheduled for 1:30 p.m. tomorrow, 3 June, with the DCI and those NIOs whom he has not met, has been canceled.

2. As I mentioned in staff meeting this morning, the new DCI will meet with all the NIOs every other Wednesday at 0930, beginning with Wednesday, 10 June, in the DCI Conference Room. We have asked for an hour, but even at that, each NIO's presentation will need to be very brief--hit the highlights of the papers or of an alternative late-breaking subject, letting the DCI then pursue the subject in greater depth as he desires.

3. As in the past, papers will be due in to Secretary to VCs/NIC, by noon on the Tuesday prior to the meeting. Where there are substantive developments of interest relating to production--a new topic to be pursued on a regular or fast-track basis (to include the reason for and our approach to its pursuit), or a major substantive issue that has arisen in the development of TORs or drafts (such as major changes in direction or interagency controversies), these should be considered as priority topics for the papers and discussions. Other issues of substance that you wish to bring to the Director's attention will still of course always be welcome.

STAT


Frank B. Horton III

NIC INTERNAL USE ONLY